

State of Nevada
State Emergency Response Commission
Hazardous Material Emergency Preparedness
2621 Northgate Lane, Suite 10, Carson City, NV 89706
(775) 687-6973 Fax: (775) 687-8798

Application Title Page
Original Signatures Required

| | | | | | |
|---------------------|------------------------|-----------------|-----------------------|-----------|----------------|
| Applicant Agency: | Lyon County LEPC | Address: | 18 Highway 95A | | |
| City: | Yerington | Zip: | 89447 | Phone No: | (775) 463-6551 |
| FAX No.: | (775) 463-6555 | E-Mail Address: | jpage@lyon-county.org | | |
| Name of LEPC Chair: | Jeff Page | | | | |
| Fiscal Officer: | Josh Foli, Comptroller | Phone No: | (775) 463-6510 | Fax No: | (775) 463-6500 |

Budget Summary:

| | | |
|-----------------------|---|-----------------------|
| Planning (rounded up) | | \$0.00 |
| Training (rounded up) | \$9,700.00 \$9,686.00 | \$9,700.00 |
| TOTAL PROJECT | \$9,700.00 \$9,686.00 | \$9,700.00 |

LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:

On behalf of the Local Emergency Planning Committee, I certify this body has reviewed the grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.


(Signature LEPC Chairman)

Date: 9-5-06

GOVERNING BODY APPROVAL: (County Commissioner or County Manager)

The Local Emergency Planning Committee has the approval to apply for funding through this grant.


(Signature)

Date: September 5, 2006

Donna Kristaponis, County Manager
(Print Name & Title)



CHECK SHEET

A finalized grant must include the following

- Title Page (two original signatures)
- Goals
- Objectives
- Budget
- Budget Narrative (detailed)
- Certified Assurances (two original signatures)
- LEPC Compliance Certification (original signature)
- 1 Original of the completed application packet
- Copy of the LEPC meeting minutes stating review and approval of this FFY07 HMEP grant application



Include this COMPLETED form with grant application



**Lyon County Local Emergency Planning Committee
Lyon County Emergency Management**
30 Nevin Way
Yerington, Nevada 89447
(775)463-6600 (Office)
(775) 463-6610 (Fax)

*Co-Chair Jeff Page
Co-Chair Steve Tognoli*

HAZARDOUS MATERIAL EMERGENCY PREPAREDNESS GRANT FY2007

Goal:

To provide quality hazardous materials training for Lyon County responders.

Objective

Approval of this grant will provide Lyon County the ability to send 15 people to the HAZMAT EXPLO 10 in Las Vegas, Nevada. We will be sending personnel from:

- Lyon County Emergency Management
- Lyon County Sheriff's Office
- Central Lyon County Fire Protection District
- Mason Valley Fire Protection District
- North Lyon County Fire Protection District
- Smith Valley Fire Protection District
- South Lyon Medical Center
- Lyon County Public Works
- City of Fernley
- City of Yerington

This funding will allow these agencies to participate in the several different disciplines provided at the HAZMAT EXPLO. They will be able to take their training back to their agencies and provide it to others.

Budget

| Quantity | Description | Price |
|----------|--|------------|
| 15 | round trip air line tickets to Las Vegas for 11/12-16/2006 @ \$251.00/person | \$3,765.00 |
| 8 | Airport parking at Reno-Tahoe Airport for 5 days at \$12.00/day | \$480.00 |
| 15 | Ground transportation from McCarren to Orleans @ \$20.00/person | \$300.00 |
| 8 | Hotel rooms at \$58.00/night for four nights | \$1,856.00 |
| 15 | Dinner per diem 11/12/2006 @ \$14.00/person | \$210.00 |
| 15 | Daily per diem @ \$28.00/day for four days minus lunch (97.50) on 11/15/06 and breakfast (\$82.50) on 11/14/06 | \$1,500.00 |
| 15 | Registrations @ \$105.00/person | \$1,575.00 |
| Total | | \$9,686.00 |

Budget Narrative

The above budget will provide Lyon County with funding to fly 15 people to and from Las Vegas, Nevada. Provide funding for 8 hotel rooms (2 people/room), per diem for all 15 participants excluding breakfast on 11/14/2006 and lunch on 11/15/2206, and airport parking at the Reno-Tahoe Airport. We also included the registration fee in the application. We were not sure if we paid that directly or if that was paid by the SERC.

CERTIFIED ASSURANCES

**A COPY OF THESE ASSURANCES, IN ITS ENTIRETY, WITH ORIGINAL
SIGNATURES, MUST ACCOMPANY THE GRANT APPLICATION**

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum quarterly, financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC Policies 8.5 and 8.6.

No expenditures or obligations will be eligible for reimbursement if occurring prior to the award period. All funds need to be obligated by the end of the grant period stated in the grant award, and expended and reported on within 45 days from the end of the award period. Failure to submit proper reports pursuant to current policies may jeopardize reimbursement and/or future funding from the SERC.

- 1) Request for advance:** May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.
- 2) Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due within 30 days of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a match in the appropriate line on the report form.
- 4) Quarterly report required:** Financial reports are due at a minimum quarterly. If there are no expenditures within the quarter, a report with an explanation is required. Quarterly reports are due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

| | |
|-------------------|---|
| October 31 | - (for reporting period July 1 to September 30); |
| January 31 | - (for reporting period October 1 to December 31); |
| April 30 | - (for reporting period January 1 to March 30); and |
| July 31 | - (for reporting period April 1 to June 30). |
- 5) Final report:** There will be no further expenditures. This grant is closed and no further reports are necessary. This report is due by the final report

date (45 days after the end of the award period), or if no further funds will be spent prior to the end of the award period.

- B) GRANT CHANGE REQUEST** - Grant expenditures are authorized for the purposes set forth in this application as approved in the grant award and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing or on the record prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC Policy 8.7).
- C)** The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- D)** The applicant assures that the fiscal accountability of the funds received from the State Emergency Response Commission (SERC) will be managed and accounted for by the lead agency's chief comptroller and that internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- E)** The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- F)** The applicant will abide by audit requirements as specified in OMB Circular A-133, Audits of State and Local Governments as revised August 29, 1997.
- F)** Any publication (written, visual, or sound) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:

“This program was supported by Grant # _____, awarded by the Nevada State Emergency Response Commission (and, if a HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position of policies of the State Emergency Response Commission (and, if a HMEP grant, U.S. Department of Transportation).”
- H)** The applicant fully understands the State Emergency Response Commission (SERC) has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its' grant award.

- D) LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.
- J)** Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission (SERC.)

SIGNATURES REQUIRED

GOVERNMENTAL UNIT (*COUNTY COMMISSIONER OR COUNTY MANAGER*)

NAME (PRINT): Donna Kristaponis TITLE: COUNTY MANAGER

SIGNATURE: Donna Kristaponis

DATE: 9.7.06

τ τ τ τ τ τ τ

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

NAME (PRINT): Jeffery A. Page

SIGNATURE: Jeff A. Page

DATE: 9/5/06

RETURN THIS FORM WITH THE APPLICATION



LEPC COMPLIANCE CERTIFICATION

The following must be met by the Local Emergency Planning Committees (LEPCs) as a requirement for compliance with SERC policies and procedures. This checklist must be completed, signed, and returned annually by March 31, even if the LEPC is not a recipient of grant funds.

A check mark in the squares on the left will indicate a YES response.

- Have changes in the LEPC Bylaws and Membership list been submitted to SERC?

Bylaws reviewed/updated - Date: 03/15/2006 Submitted: 03/20/2006

Membership list reviewed/updated - Dated: 01/18/2006 Submitted: 02/07/2006

- Have LEPC meetings been held, at a minimum quarterly, and have agendas and minutes of all meetings, including special meetings, been forwarded to the SERC? Yes
- Has the LEPC submitted all required reports which summarize the financial management of the active grants (*i.e., copies of invoices and verification of expenditures?*) Yes
- Has the LEPC reviewed and/or updated its hazardous materials emergency plan (or haz-mat portion of the jurisdiction's "all hazards" plan) within the last year? Have Plan review results and updates been submitted to the SERC in writing along with a copy of the LEPC meeting minutes documenting review of the Plan? No updates

Review/update - Date: 12/21/2005 Submitted: 04/04/2006

- Has the LEPC conducted an exercise, tabletop or full scale, of its hazardous materials emergency response plan within the last year?

Indicate the date of the most recent exercise: 06/2006 Reported: 08/2006

- Has the LEPC met the **annual** requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?

Date of publication: 03/13/2006 Affidavit Submitted: 04/05/2006

As chairman of the Lyon County Local Emergency Planning Committee I attest all information provided on this eligibility certification is accurate.

Ψ Jeff Page
LEPC Chair Signature

Date 9/5/06

